

January 8, 2008



## **Veterans Workforce Development Taskforce (VWDT) Meeting Minutes**

**Chairman:** Al Sample  
**Recorder:** Jonathan Ballard, Martha Mead  
**Date/Time:** January 8, 2008, 11am - 2pm  
**Location:** Pocahontas Building  
First Floor Auditorium  
900 East Main Street  
Richmond, VA  
**Distribution:** Public Copy (available in office  
of Commissioner, Department of  
Veterans Service)

See list of attendees below

### **Taskforce Members:**

***Alfredo J. Sample, Sr.***  
President and CEO,  
E & E Communication Solutions, LLC

***The Honorable Barry Green***  
Virginia Deputy Secretary of Public Safety  
*Attending for The Honorable*  
***John W. Marshall,***  
Secretary of Public Safety

***Martha Mead***  
Project Manager Executive Order (EO) 19  
Virginia Department of Veterans Services  
(DVS)

***Vincent M. Burgess***  
Commissioner, Virginia DVS

***Aida Pacheco***  
Program Specialist: Hard to Serve  
Population  
Governor's Office for Workforce  
Development  
*Attending for Daniel G. LeBlanc*  
Senior Advisor to the Governor for  
Workforce

***(Absent) The Honorable Frank W. Wagner***  
Senate of Virginia

***Debra Ruh***  
President, TecAccess

***Doris G. Thomas***  
President, Single Source Consulting Group,  
LLC

***Preston Wilhelm, Sr.***

Director, VA Jobs investment Program  
Virginia Department of Business Assistance

***(Absent) Marlin Forbes***

Regional VP, Verizon Corporation

***CW5 Eddie Whitt***

Command Chief Warrant Officer  
Virginia National Guard

***Attending for MG Robert B. Newman***

The Adjutant General of Virginia,  
Virginia National Guard

***Ed Turner***

Special Advisor to the Governor  
for Concerns of the Disabled in the Workforce  
Governor's Office for Workforce Development

***Jim Cocke***

Virginia Employment Commission

***William H. Mann, Jr.***

Executive Director  
Greater Peninsula Workforce Development  
Consortium

***Thomas M. Stephen, Jr.***

Executive Director  
Virginia Committee for Employer Support of  
the Guard and Reserve

***The Honorable Vivian E. Watts***

House of Delegates

***Bettye H. Simmons***

Brigadier General, USA (Ret)  
Board of Veterans Services

***Paul R. Hinkhouse***

Director, U.S. Department of Labor/VETS  
Virginia Employment Commission

***(Absent) Michael Gardner***

Partner, Troutman and Sanders, LLP

***Col Oliver L. Norrell***

Assistant Chief of Staff, ARNG  
Combined Arms Support Command

***Attending for MG Mitchell H. Stevenson***

Commanding General, Fort Lee  
Chairman, Virginia Military Advisory  
Council

***Dr. Leroy Patrick Gross***

President and CEO Inomedic

***Laura Loda***

Vice President Human Resources  
The Colonial Williamsburg Foundation

***James A. Rothrock***

Commissioner  
Virginia Department of Rehabilitative  
Services

***Angela Chiang***

Acting Deputy Director  
Virginia Department of Minority Business  
Enterprise

***Steve Adkins***

Chief Deputy  
Department of Human Resources  
Management

***Peter Blake***

Vice Chancellor of Workforce Development  
for the Community Colleges System

## **Corporate and State Agency Resources**

***Steven W. Liberman***

General Contracts Manager  
Klett Consulting Group, Inc.

***Jerry L. Lindsey***

Veterans Services Coordinator  
Virginia Employment Commission

***(Absent) Mark N. Klett***

***Anne C. Atkins***

Director of Communication  
DVS

***Jonathan Ballard***

Special Assistant  
Virginia Department of Veterans Services

***Steven J. Combs***

Director of Policy and Planning  
Virginia Department of Veterans Services

***Joe Holicky***

Senior Planner  
Governor's Office for Workforce  
Development

***Levi M. Cary***

Interim Coordinator Wounded Veterans  
Internship Program  
Virginia Department of Transportation -  
Civil Rights Division

***David Simmons***

Lead IT Specialist, DVS

***(Absent) Joe Shaw***

Wounded Veteran's Program Recruiter

### **Call to Order:**

Chairman Sample opened the meeting by introducing himself and welcomed the taskforce members. He briefly shared his background, which included attempts to secure employment upon completion of a successful Air Force career. He shared his personal experiences and difficulties he encountered during his job search as a veteran. After finally entering the job market, he built two successful communications companies. It was through those experiences and his work with the Board of Veterans Services that he realized the great potential to improve employment opportunities for veterans while working collaboratively with industry and various federal/state agencies. Mr. Sample expressed firm commitment to this effort and encouraged those in attendance to be fully committed to the cause as well.

### **Reading of the Charge:**

Mr. Sample asked The Honorable Barry Green, Virginia Deputy Secretary of Public Safety, who attended for **Secretary Marshall**, to read the Charge of the taskforce. Prior to reading the Charge, Deputy Secretary Green conveyed Secretary Marshall's understanding of the challenge veterans face in the area of reintegration into the workforce; whether returning from the Global War on Terror (GWOT) as a wounded veteran, or transitioning out of the military. He also mentioned that through this taskforce, we can support them with our best efforts by presenting opportunities through which job security will create personal and financial stability. Deputy Secretary Green expressed his personal appreciation of the effort and that of Secretary Marshall. He thanked the taskforce members for their willingness to participate, and the Chair for the opportunity to address the members.

## Secretary's Charge to the Taskforce:

- Charge: The Veterans Workforce Development Task Force is directed by the Secretary of Public Safety to develop recommendations for a comprehensive workforce development initiative for veterans in Virginia, with special emphasis on those with disabilities and those returning from the Global War on Terror. The goals of the Task Force shall be to develop recommendations to (1) effectively match veterans with employers and positions, (2) encourage public and private sector employers to hire veterans, (3) encourage public and private sector employers to hire veterans with disabilities, and (4) develop a more comprehensive technological approach to better inform veterans on where and how to obtain job and training opportunities in the private sector. The Task Force shall present a comprehensive report, including legislative and budgetary recommendations to the Secretary on or before September 1, 2008.

## Introduction of Attendees:

Mr. Sample Introduced the head table and then asked everyone present to introduce themselves, and briefly share their background.

## Task Force Background, Rules of Engagement, Assignments:

Chairman Sample expressed that it was an honor and privilege to work with this diverse group of highly skilled and experienced professionals as we endeavor to achieve the goals of the charter. Understanding that time is valuable, he expressed his desire to ensure effective use of the time each member commits to this valuable work. Chairman Sample then gave specifics on his experience in the area of identifying a link between his skill sets as a retiring veteran, and those required by the companies in the workforce. More importantly, he explained his inability to connect with companies that needed his skills, and the companies' inability to find him. This disconnect made it clear to him the need for a system that would bridge the gap. He encouraged the members to "think out of the box", and be open to this collaborative effort to facilitate improvement for the veteran's employment programs currently in place.

Chairman Sample provided a package that gave the overall view of the plans and goals of the taskforce. While briefly reviewing these materials, the Chairman introduced the six Tiger Teams, and their respective charters.

Chairman Sample asked Martha Mead, Executive Order (EO) 19 Project Manager, to provide a brief summary of EO 19, its initiatives, and how this EO ties to the taskforce. After this briefing, the team members discussed various ideas and points of concern.

At approximately 1230 hrs the VWDT broke for a brief working lunch.

Upon completion of the working lunch, the Chairman introduced the membership of each Tiger Team. He also discussed the taskforce timelines, milestones, and future meetings dates. The next meeting date is 15 April 08 - - time and location TBA.

At approximately 1340, the floor was open for public comment.

Chairman Sample thanked the membership for their attendance and expressed his anticipation of great success.

The meeting adjourned at 1345 hrs

Approved as written  
By Chairman

***[Signed]***

Jonathan W. Ballard

Special Assistant, Virginia Workforce Development Taskforce